



*Expanding Access to Quality Preschool*

**Cincinnati Preschool Promise Board of Managers Meeting  
August 13, 2019 4:00 to 6:00 PM  
United Way of Greater Cincinnati – Fifth Third Convening Center Room A&B  
Agenda**

Item #	Time	Pre-Read	Description	Action Request	Speaker
1	4:00 PM		Welcome and Call to Order <ul style="list-style-type: none"> <li>• Roll Call</li> <li>• Agenda Approval</li> </ul>	Approval	Father Graham
2	4:05 PM	X	Review and Approval of July 23, 2019 Minutes	Approval	All
3	4:10 PM		Public Comments	Information	Members of Public
4	4:15 PM		Update on search for Executive Director	Information	Toilynn O'Neal
5	4:25 PM		Committee Updates: Finance & Audit Committee <ul style="list-style-type: none"> <li>- Public Meeting</li> <li>- FY19 Results</li> <li>- FY20 Budget Approval</li> </ul> Governance Committee <ul style="list-style-type: none"> <li>- Governance Principles amendments</li> <li>- Board nominations and officers</li> <li>- Outgoing Board Members</li> </ul> Community Engagement Cost of Quality	Information Information Approval  Information Information  Information Information	Cheryl Rose  Deborah Allsop Deborah Allsop Father Graham Pastor Tait Gary Lindgren
6	5:10 PM		CPS/PPP Partnership <ul style="list-style-type: none"> <li>- RACI</li> <li>- Board to Board</li> <li>- Staff to Staff</li> </ul>	Information	Cheryl Rose Father Graham Sallie Westheimer
7	5:20 PM		Interim Executive Director update		Sallie Westheimer
8	5:45 PM		Observers Comments		
9	6:00 PM		Adjourn		All



*Expanding Access to Quality Preschool*

**Future Board Meetings:**

September 19 – 4 to 6 P.M;

October 24 – 4 to 6 P.M;

November 19 – 4 to 6 P.M;

December 12 – 4 to 6 P.M

**Cincinnati Preschool Promise**  
**Board of Managers**  
Minutes of Regular Meeting, July 23, 2019  
4:00PM – 6:00PM

**Board Members Present:**

Deborah Allsop (Acting Chair in Father Graham's absence), Cheryl Rose (Treasurer), Terri England, Anthony Hobson, Gary Lindgren, Micah Kamrass, Toilynn O'Neal, O'dell Owens, M.D, Cheryl Rose, Laura Sanregret, Pastor Ennis Tait, Vanessa White and Yousuf Ahmad, Dr. P.H.

**Board Members Absent:**

Father Graham (Chair) and Christine Fisher

**Observers Present:**

Vera Brooks – Cincinnati Public Schools (CPS);  
Greg Landsman – Cincinnati Promise Forward;

**Observers Absent:**

Leshia Lyman – Success by Six

**Cincinnati Preschool Promise Staff Present (CPP):**

Sallie Westheimer – Interim Executive Director  
Héctor Polanco – Finance Director  
LaKeisa Ealy – Marketing and Community Engagement Manager  
Lauren Shifman – Policy and Program Manager  
Brittnei Pina – Quality Improvement Manager  
Florence Malone – Outreach and Enrollment Manager  
Lesley Nunn – Senior Administrative Assistant

**Members of the Public:**

Kelly Purtell – Ohio State University  
Emily Lewis – CELC  
Angela Farwig – CLCI  
Kim Ginn – 4C for Children  
Heather Gerker – Strive Partnership  
Rob McDaniel - MetrixIQ

**1. Welcome, Call to Order and approval of agenda**

Deborah Allsop welcomed Board members, members of the public and officially opened up the meeting at 4:00 PM.

A motion was requested to approve the agenda.

**ACTION:** A motion to approve the agenda was made by O'dell Owens and seconded by Laura Sanregret. The motion was unanimously approved.

**2. Review and Approval of Minutes of June 13, 2019**

Deborah Allsop asked the Board for comments on the minutes of June 13, 2019. Deborah Allsop requested, on page 3 under update on search for permanent Executive Director, Terri England's name be included as a member of the search committee in the minutes.

Deborah Allsop requested a motion to approve the amended minutes of June 13, 2019.

**ACTION:** A motion to approve the minutes of June 13, 2019 was made by Yousuf Ahmad and seconded by Terri England. The motion was unanimously approved.

### **3. Public Comments:**

There were no public comments made at the meeting.

### **4. Overview of MetrixIQ Work:**

Rob McDaniel, President of MetrixIQ, presented an overview of the work that MetrixIQ does for CPP.

### **5. Update on the Evaluation by Crane Center of Education, Ohio State University:**

Kelly Purtell, Faculty Associate of the Crane Center for Early Childhood Research and Policy at Ohio State University, presented a report on the 2017-2018 evaluation work. The results of the KRA (Kindergarten Readiness Assessment) for children who entered CPS Kindergarten in the fall of 2018 will be prepared and presented at a later meeting by INNOVATIONS, not Crane.

### **6. Update on search for permanent Executive Director:**

Toilynn O'Neal, chair of the CPP Director search committee, presented the following update:

- The Executive Director Search Committee met with Centennial (CPP's appointed search firm) on July 11 where the committee established the process for the search and identified strategies that will be used to assess the candidates.
- Application window closed on July 19 and CPP received around +30 applications.
- The next step is to review the top candidates' resumes that Centennial has already had telephone interviews with, and then begin the first round of interviews the week of August 5, 2019.

### **7. Interim Director Update:**

- The RFP (request for proposal) for Year Three evaluation (2019-2020 school year) is out. A selection committee has been formed with a representative from Promise Forward, Cincinnati Public Schools and United Way of Greater Cincinnati, to review the proposals and to make a recommendation to the CPP Board. CPP has extensively sought input from a variety of providers and community partners before issuing the RFP and will get input in the future that will form the basis of the year three evaluation.
- The Goals Task Force met July 15 and from that, Sallie has drafted the first version of 2020 CPP Goals. As soon as feedback is received from the committee, the goals will be sent to the CPP Board. Some of the new strategies include:
  - a) Creation of a task force to assess the issues around full day, full year tuition assistance coverage.
  - b) Assess the issues leading to low attendance and recommend strategies to drive up attendance.
  - c) Implement Quality Improvement coaching programs for 3/4 star programs.

- d) Working closely with CPS Early Childhood, increasing focus on enrollment and transition to kindergarten.
- e) Developing and implementing a robust marketing and communication plan.
- Working closely with CPS, CPP is working on a 6% increase on the tuition assistance amount. This increase will be in the final 2020 budget which is still to be presented to the CPP Board.
- CPP is working to change the per child funding formula to align 3- and 4-star programs with 5-star programs. This will eliminate the need for parents to pay for the gap we are creating.
- Enrollment season is underway, two P-Team members have been hired and a third bilingual member will start August.
- Brittnii Pina is working on getting the insurance liability requests sorted out.

### **8. Observers Comments:**

Vera Brooks thanked CPP for their continued collaboration.

### **10. Adjourn:**

A motion to adjourn was made by Laura Sanregret and seconded by Micah Kamrass at 5:45 PM. The motion was unanimously approved.

Submitted by Lesley Nunn, Senior Administrative Assistant

### **Future Board Meetings:**

August 13, 2019 – 4:00 to 6:00 PM  
September 19, 2019 – 4:00 to 6:00 PM  
October 24, 2019 – 4:00 to 6:00 PM  
November 19, 2019 – 4:00 to 6:00 PM  
December 12, 2019 – 4:00 to 6:00 PM

**FY20 BUDGET**

As of August 5, 2019

**CPP ONLY**

FY = Fiscal Year

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY20 Budget	FY19 Actuals	FY20 Budget minus FY19 Actuals
<b>Tuition Assistance</b>	\$0	\$197,660	\$402,470	\$437,512	\$466,971	\$476,571	\$481,621	\$481,621	\$481,621	\$502,421	\$502,421	\$0	\$4,430,887	\$3,409,590	\$1,021,297
<b>Quality Improvement</b>	\$111,883	\$111,883	\$111,883	\$118,529	\$118,529	\$118,529	\$126,633	\$126,633	\$126,633	\$122,738	\$122,738	\$122,738	\$1,439,350	\$1,075,423	\$363,927
<b>Cost of Quality (Wages)</b>	\$14,500	\$21,200	\$28,300	\$21,200	\$27,800	\$34,900	\$27,800	\$26,700	\$33,800	\$26,700	\$26,700	\$279,800	\$569,400	\$43,710	\$525,690
<b>Contingency For Program Expansion</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$500,000	\$0	\$500,000
<b>SUM OF PROGRAMS</b>	<b>\$126,383</b>	<b>\$330,743</b>	<b>\$542,653</b>	<b>\$577,241</b>	<b>\$613,300</b>	<b>\$630,000</b>	<b>\$636,054</b>	<b>\$634,954</b>	<b>\$642,054</b>	<b>\$651,858</b>	<b>\$651,858</b>	<b>\$902,538</b>	<b>\$6,939,637</b>	<b>\$4,528,722</b>	<b>\$2,410,914</b>
<b>Data &amp; Enrollment Systems, Evaluation</b>	\$34,083	\$117,083	\$34,083	\$34,083	\$34,083	\$117,083	\$34,083	\$34,083	\$134,083	\$34,083	\$34,083	\$34,083	\$675,000	\$599,597	\$75,403
<b>Communications &amp; Outreach</b>	\$36,013	\$27,113	\$18,105	\$7,413	\$6,063	\$6,013	\$4,863	\$5,613	\$17,463	\$32,588	\$28,988	\$24,638	\$214,873	\$127,304	\$87,569
<b>M&amp;A - General</b>	\$10,283	\$2,783	\$2,783	\$2,783	\$16,783	\$7,533	\$2,783	\$2,783	\$2,783	\$2,783	\$2,783	\$84,033	\$140,900	\$82,503	\$58,397
<b>M&amp;A - Staff Related</b>	\$64,556	\$64,556	\$64,556	\$64,556	\$64,556	\$64,556	\$64,556	\$64,556	\$64,556	\$64,556	\$64,556	\$64,556	\$774,672	\$642,031	\$132,641
<b>M&amp;A - Facilities</b>	\$4,790	\$3,790	\$4,410	\$4,410	\$4,410	\$4,410	\$4,910	\$4,410	\$4,410	\$4,410	\$4,410	\$6,910	\$55,680	\$42,945	\$12,735
<b>UWGC Admin Fees</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$16,667	\$16,667	\$16,667	\$16,667	\$16,667	\$16,667	\$100,000	\$0	\$100,000
<b>SUM OF ADMINISTRATIVE</b>	<b>\$149,726</b>	<b>\$215,326</b>	<b>\$123,938</b>	<b>\$113,246</b>	<b>\$125,896</b>	<b>\$199,596</b>	<b>\$127,862</b>	<b>\$128,112</b>	<b>\$239,962</b>	<b>\$155,087</b>	<b>\$151,487</b>	<b>\$230,887</b>	<b>\$1,961,125</b>	<b>\$1,494,380</b>	<b>\$466,745</b>
<b>TOTAL</b>	<b>\$276,109</b>	<b>\$546,069</b>	<b>\$666,591</b>	<b>\$690,487</b>	<b>\$739,195</b>	<b>\$829,595</b>	<b>\$763,917</b>	<b>\$763,067</b>	<b>\$882,017</b>	<b>\$806,946</b>	<b>\$803,346</b>	<b>\$1,133,425</b>	<b>\$8,900,762</b>	<b>\$6,023,102</b>	<b>\$2,877,660</b>

**Key Changes from FY19 Actuals**

1. TA = increases due to more children being served, 6% TA increase, Equalizing 3&4 Star Adjustment to 5 Star (+\$1,000k)
2. QI = increases due to more preschools being served and new spending categories being added (+\$350k)
3. COQ = increases due to full year effect + new spending in 0-2 STAR (+\$500k)
4. Program Expansion Contingency (+\$500k)
5. Data & Enrollment Systems, Evaluation = increases due to timing of OSU/Crane payment (+\$75k)
6. Communications & Outreach = increases due to increased use of new media (+\$75k)
7. M&A General = increases due to Contingency (+\$50k)
8. M&A - Staff Related = increases due to retention bonuses, salary increases, and fully staffed all year (+\$125k)
9. UWGC Admin Fees = increases due to 1/2 year of UWGC fee not yet waived (+\$100k)

Increase vs. comparison

Decrease vs. comparison

**FY20 BUDGET**

As of August 5, 2019

**CPP ONLY**

FY = Fiscal Year

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY20 Budget	FY19 Actuals	FY20 Budget minus FY19 Actuals
<b>Tuition Assistance</b>															
Community-based organizations	\$0	\$197,660	\$402,470	\$437,512	\$466,971	\$476,571	\$481,621	\$481,621	\$481,621	\$502,421	\$502,421	\$0	\$4,430,887	\$3,409,590	\$1,021,297
<b>Quality Improvement</b>															
Coaching	\$45,083	\$45,083	\$45,083	\$48,542	\$48,542	\$48,542	\$52,750	\$52,750	\$52,750	\$50,792	\$50,792	\$50,792	\$591,500	\$428,382	\$163,118
Educational Tools	\$14,375	\$14,375	\$14,375	\$15,521	\$15,521	\$15,521	\$16,875	\$16,875	\$16,875	\$16,146	\$16,146	\$16,146	\$188,750	\$177,300	\$11,450
Classroom Supplies, Materials, Equipment	\$26,750	\$26,750	\$26,750	\$28,792	\$28,792	\$28,792	\$31,333	\$31,333	\$31,333	\$30,125	\$30,125	\$30,125	\$351,000	\$417,688	-\$66,688
Professional Development	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$45,000	\$42,546	\$2,454
FCC Insurance Subsidy	\$2,758	\$2,758	\$2,758	\$2,758	\$2,758	\$2,758	\$2,758	\$2,758	\$2,758	\$2,758	\$2,758	\$2,758	\$33,100	\$0	\$33,100
Other	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$30,000	\$9,508	\$20,492
Outdoor Learning Space	\$16,667	\$16,667	\$16,667	\$16,667	\$16,667	\$16,667	\$16,667	\$16,667	\$16,667	\$16,667	\$16,667	\$16,667	\$200,000	\$0	\$200,000
<b>Cost of Quality (Wages)</b>															
Cost of Quality (Wages)	\$14,500	\$21,200	\$28,300	\$21,200	\$27,800	\$34,900	\$27,800	\$26,700	\$33,800	\$26,700	\$26,700	\$279,800	\$569,400	\$43,710	\$525,690
<b>Contingency For Program Expansion</b>															
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$500,000	\$0	\$500,000
<b>SUM OF PROGRAMS</b>	<b>\$126,383</b>	<b>\$330,743</b>	<b>\$542,653</b>	<b>\$577,241</b>	<b>\$613,300</b>	<b>\$630,000</b>	<b>\$636,054</b>	<b>\$634,954</b>	<b>\$642,054</b>	<b>\$651,858</b>	<b>\$651,858</b>	<b>\$902,538</b>	<b>\$6,939,637</b>	<b>\$4,528,722</b>	<b>\$2,410,914</b>
<b>Data &amp; Enrollment Systems, Evaluation</b>															
Enrollment, Eligibility, Payment System	\$34,083	\$34,083	\$34,083	\$34,083	\$34,083	\$34,083	\$34,083	\$34,083	\$34,083	\$34,083	\$34,083	\$34,083	\$409,000	\$450,420	-\$41,420
Evaluation	\$0	\$83,000	\$0	\$0	\$0	\$83,000	\$0	\$0	\$100,000	\$0	\$0	\$0	\$266,000	\$149,177	\$116,823
<b>Communications &amp; Outreach</b>															
Advertising	\$14,700	\$13,500	\$7,500	\$250	\$250	\$250	\$250	\$250	\$7,500	\$13,225	\$10,225	\$13,225	\$81,125	\$83,970	-\$2,845
Communication Support	\$100	\$100	\$100	\$100	\$100	\$1,100	\$100	\$100	\$3,100	\$6,850	\$2,350	\$1,000	\$15,100	\$4,665	\$10,435
Marketing Materials	\$12,850	\$5,400	\$5,150	\$2,550	\$2,550	\$2,550	\$2,550	\$2,550	\$3,550	\$5,150	\$4,900	\$2,900	\$52,650	\$11,079	\$41,571
Events	\$500	\$250	\$300	\$150	\$300	\$150	\$300	\$150	\$300	\$2,650	\$2,900	\$400	\$8,350	\$1,456	\$6,894
Marketing Tools	\$13	\$13	\$655	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$798	\$4,216	-\$3,418
Community Engagement & Outreach	\$7,850	\$7,850	\$4,400	\$4,350	\$2,850	\$1,950	\$1,650	\$2,550	\$3,000	\$4,700	\$8,600	\$7,100	\$56,850	\$21,918	\$34,932
<b>M&amp;A - General</b>															
Legal Fees & Contracting	\$2,083	\$2,083	\$2,083	\$2,083	\$2,083	\$2,083	\$2,083	\$2,083	\$2,083	\$2,083	\$2,083	\$2,083	\$25,000	\$20,581	\$4,419
Fundraising	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	\$25,000	\$0	\$25,000
Outside Audit	\$0	\$0	\$0	\$0	\$14,000	\$3,500	\$0	\$0	\$0	\$0	\$0	\$0	\$17,500	\$18,503	-\$1,003
CPP Board Expenses	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$5,200	\$7,400	\$4,437
Insurance	\$7,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,500	\$7,833	-\$333
Mileage + Bank Fees + Office Supplies	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$6,000	\$7,631	-\$1,631
Travel	\$0	\$0	\$0	\$0	\$0	\$1,250	\$0	\$0	\$0	\$0	\$0	\$1,250	\$2,500	\$1,950	\$550
Potential Investments/Contingencies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	\$50,000	\$21,568	\$28,432
<b>M&amp;A - Staff Related</b>															
Wages + Professional Training	\$54,005	\$54,005	\$54,005	\$54,005	\$54,005	\$54,005	\$54,005	\$54,005	\$54,005	\$54,005	\$54,005	\$54,005	\$648,060	\$547,669	\$100,391
Staff Benefits and Taxes (@20%)	\$10,551	\$10,551	\$10,551	\$10,551	\$10,551	\$10,551	\$10,551	\$10,551	\$10,551	\$10,551	\$10,551	\$10,551	\$126,612	\$94,361	\$32,251
<b>M&amp;A - Facilities</b>															
Physical Space (Rent)	\$2,400	\$2,400	\$3,020	\$3,020	\$3,020	\$3,020	\$3,020	\$3,020	\$3,020	\$3,020	\$3,020	\$3,020	\$35,000	\$28,352	\$6,648
Office Support - Office Computers	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$0	\$0	\$2,500	\$3,000	\$489
Office Support - Phones and Internet	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$4,800	\$4,447	\$353
Office Support - IT, Training, Google App	\$1,640	\$640	\$640	\$640	\$640	\$640	\$640	\$640	\$640	\$640	\$640	\$640	\$8,680	\$5,686	\$2,994
Office Support - Printer	\$350	\$350	\$350	\$350	\$350	\$350	\$350	\$350	\$350	\$350	\$350	\$350	\$4,200	\$3,971	\$229
Office Support - Network Configuration	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>UWGC Admin Fees</b>															
UWGC Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$16,667	\$16,667	\$16,667	\$16,667	\$16,667	\$16,667	\$100,000	\$0	\$100,000
<b>SUM OF ADMINISTRATIVE</b>	<b>\$149,726</b>	<b>\$215,326</b>	<b>\$123,938</b>	<b>\$113,246</b>	<b>\$125,896</b>	<b>\$199,596</b>	<b>\$127,862</b>	<b>\$128,112</b>	<b>\$239,962</b>	<b>\$155,087</b>	<b>\$151,487</b>	<b>\$230,887</b>	<b>\$1,961,125</b>	<b>\$1,494,380</b>	<b>\$466,745</b>
<b>TOTAL</b>	<b>\$276,109</b>	<b>\$546,069</b>	<b>\$666,591</b>	<b>\$690,487</b>	<b>\$739,195</b>	<b>\$829,595</b>	<b>\$763,917</b>	<b>\$763,067</b>	<b>\$882,017</b>	<b>\$806,946</b>	<b>\$803,346</b>	<b>\$1,133,425</b>	<b>\$8,900,762</b>	<b>\$6,023,102</b>	<b>\$2,877,660</b>
<b>Increase vs. comparison</b>															
<b>Decrease vs. comparison</b>															

Summary FY19 Actuals

**CPP ONLY**

**End-of-Year Results**

As of June 30, 2019

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Actuals FY19	Budget FY19	Budget FY19 minus Actuals FY19
<b>Tuition Assistance</b>	\$0	\$130,903	\$330,653	\$370,704	\$364,228	\$356,831	\$365,927	\$373,918	\$377,206	\$380,602	\$358,618	\$0	\$3,409,590	\$4,459,565	\$1,049,975
<b>Quality Improvement</b>	\$7,000	\$14,076	\$69,121	\$6,257	\$51,621	\$139,067	\$23,940	\$91,872	\$38,520	\$61,129	\$148,671	\$424,151	\$1,075,423	\$1,639,400	\$563,977
<b>Cost of Quality (Wages)</b>	\$0	\$0	\$0	\$0	\$550	\$0	\$0	\$1,792	\$5,334	\$9,167	\$9,200	\$17,667	\$43,710	\$500,000	\$456,290
<b>SUM OF PROGRAMS</b>	<b>\$7,000</b>	<b>\$144,979</b>	<b>\$399,774</b>	<b>\$376,961</b>	<b>\$416,399</b>	<b>\$495,898</b>	<b>\$389,867</b>	<b>\$467,581</b>	<b>\$421,059</b>	<b>\$450,897</b>	<b>\$516,489</b>	<b>\$441,818</b>	<b>\$4,528,722</b>	<b>\$6,598,965</b>	<b>\$2,070,243</b>
<b>Data &amp; Enrollment Systems, Evaluation</b>	\$36,356	\$36,356	\$36,356	\$36,356	\$36,356	\$60,573	\$36,356	\$36,356	\$119,232	\$36,356	\$31,322	\$97,623	\$599,597	\$840,124	\$240,527
<b>Communications &amp; Outreach</b>	\$2,869	\$23,330	\$19,196	\$8,253	\$6,047	\$5,705	\$466	\$610	\$436	\$8,925	\$17,721	\$33,747	\$127,304	\$176,582	\$49,278
<b>M&amp;A - General</b>	\$4,181	\$4,881	\$6,060	\$17,973	\$4,728	\$7,257	\$3,042	\$795	\$6,841	\$3,304	\$923	\$22,516	\$82,503	\$346,100	\$263,597
<b>M&amp;A - Staff Related</b>	\$45,955	\$56,831	\$37,141	\$64,252	\$46,092	\$46,287	\$52,594	\$50,317	\$53,187	\$54,553	\$60,815	\$74,007	\$642,031	\$770,500	\$128,469
<b>M&amp;A - Facilities</b>	\$2,401	\$3,061	\$3,013	\$3,798	\$2,772	\$3,755	\$4,195	\$2,417	\$3,547	\$3,435	\$3,302	\$7,250	\$42,945	\$54,980	\$12,035
<b>UWGC Admin Fees</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000	\$100,000
<b>SUM OF ADMINISTRATIVE</b>	<b>\$91,762</b>	<b>\$124,459</b>	<b>\$101,766</b>	<b>\$130,632</b>	<b>\$95,995</b>	<b>\$123,576</b>	<b>\$96,652</b>	<b>\$90,494</b>	<b>\$183,243</b>	<b>\$106,574</b>	<b>\$114,083</b>	<b>\$235,144</b>	<b>\$1,494,380</b>	<b>\$2,288,286</b>	<b>\$793,906</b>
<b>TOTAL</b>	<b>\$98,762</b>	<b>\$269,438</b>	<b>\$501,540</b>	<b>\$507,593</b>	<b>\$512,393</b>	<b>\$619,474</b>	<b>\$486,519</b>	<b>\$558,075</b>	<b>\$604,302</b>	<b>\$557,471</b>	<b>\$630,573</b>	<b>\$676,961</b>	<b>\$6,023,102</b>	<b>\$8,887,251</b>	<b>\$2,864,149</b>



As of June 30, 2019

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Actuals FY19	Budget FY19	Budget FY19 minus Actuals FY19
<b>Tuition Assistance</b>															
Community-based organizations	\$0	\$130,903	\$330,653	\$370,704	\$364,228	\$356,831	\$365,927	\$373,918	\$377,206	\$380,602	\$358,618	\$0	\$3,409,590	\$4,459,565	\$1,049,975
<b>Quality Improvement</b>															
Coaching	\$0	\$2,048	\$1,514	\$4,261	\$29,487	\$80,337	\$1,413	\$57,426	\$1,856	\$6,953	\$75,544	\$167,545	\$428,382	\$883,200	\$454,818
Educational Tools	\$0	\$0	\$54,445	\$1,996	\$6,166	\$6,166	\$2,014	\$29,036	\$0	\$15,621	\$16,842	\$45,016	\$177,300	\$144,900	-\$32,400
Classroom Supplies, Materials, Equipment	\$0	\$11,878	\$1,168	\$0	\$12,669	\$48,825	\$20,381	\$1,650	\$36,663	\$32,224	\$53,866	\$198,364	\$417,688	\$322,000	-\$95,688
Professional Development	\$0	\$150	\$11,817	\$0	\$3,300	\$3,740	\$0	\$3,760	\$0	\$6,140	\$2,308	\$11,331	\$42,546	\$107,700	\$65,154
Substitute Teachers	\$0	\$0	\$53	\$0	\$0	\$0	\$133	\$0	\$0	\$0	\$0	\$1,010	\$1,195	\$165,600	\$164,405
Other (provider sessions/workshops)	\$0	\$0	\$125	\$0	\$0	\$0	\$0	\$0	\$0	\$191	\$111	\$886	\$1,313	\$9,000	\$7,687
Grants Management System	\$7,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000	\$7,000	\$0
<b>Cost of Quality (Wages)</b>															
Cost of Quality (Wages)	\$0	\$0	\$0	\$0	\$550	\$0	\$0	\$1,792	\$5,334	\$9,167	\$9,200	\$17,667	\$43,710	\$500,000	\$456,290
<b>SUM OF PROGRAMS</b>	<b>\$7,000</b>	<b>\$144,979</b>	<b>\$399,774</b>	<b>\$376,961</b>	<b>\$416,399</b>	<b>\$495,898</b>	<b>\$389,867</b>	<b>\$467,581</b>	<b>\$421,059</b>	<b>\$450,897</b>	<b>\$516,489</b>	<b>\$441,818</b>	<b>\$4,528,722</b>	<b>\$6,598,965</b>	<b>\$2,070,243</b>
<b>Data &amp; Enrollment Systems, Evaluation</b>															
Enrollment, Eligibility, Payment System	\$36,356	\$36,356	\$36,356	\$36,356	\$36,356	\$60,573	\$36,356	\$36,356	\$36,356	\$36,356	\$31,322	\$31,322	\$450,420	\$507,058	\$56,638
Evaluation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$82,876	\$0	\$0	\$66,301	\$149,177	\$333,066	\$183,889
<b>Communications &amp; Outreach</b>															
Advertising	\$2,681	\$21,749	\$4,443	\$6,749	\$0	\$0	\$0	\$0	\$0	\$4,822	\$14,789	\$28,737	\$83,970	\$66,125	-\$17,845
Communication Support	\$0	\$90	\$1,230	\$0	\$345	\$0	\$0	\$0	\$0	\$0	\$2,100	\$900	\$4,665	\$15,100	\$10,435
Marketing Materials	\$0	\$530	\$439	\$750	\$1,474	\$170	\$316	\$488	\$268	\$2,784	\$325	\$3,535	\$11,079	\$14,709	\$3,630
Events	\$0	\$0	\$26	\$0	\$0	\$1,104	\$0	\$0	\$47	\$91	\$116	\$72	\$1,456	\$8,050	\$6,594
Marketing Tools	\$0	\$501	\$210	\$694	\$228	\$431	\$150	\$121	\$121	\$1,228	\$391	\$141	\$4,216	\$5,298	\$1,082
Community Engagement & Outreach 3rd Parties	\$188	\$459	\$12,848	\$60	\$4,000	\$4,000	\$0	\$0	\$0	\$0	\$0	\$363	\$21,918	\$67,300	\$45,382
<b>M&amp;A - General</b>															
Legal Fees & Contracting	\$0	\$504	\$1,672	\$2,892	\$1,386	\$1,663	\$1,756	\$0	\$2,366	\$1,115	\$385	\$6,842	\$20,581	\$25,000	\$4,419
Fundraising	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	\$25,000
Outside Audit	\$0	\$0	\$0	\$10,080	\$2,520	\$0	\$0	\$0	\$3,603	\$0	\$0	\$2,300	\$18,503	\$19,900	\$1,397
CPP Board Expenses	\$0	\$1,000	\$760	\$200	\$0	\$0	\$1,200	\$0	\$0	\$40	\$0	\$1,238	\$4,437	\$12,400	\$7,963
Insurance	\$4,141	\$3,067	\$28	\$597	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,833	\$7,700	-\$133
Mileage + Bank Fees + Office Supplies	\$40	\$310	\$600	\$1,204	\$822	\$1,761	\$86	\$768	\$231	\$1,026	\$463	\$318	\$7,631	\$3,600	-\$4,031
Travel	\$0	\$0	\$0	\$0	\$0	\$832	\$0	\$27	\$641	\$574	-\$125	\$0	\$1,950	\$2,500	\$550
Potential Investments/Contingencies	\$0	\$0	\$3,000	\$3,000	\$0	\$3,000	\$0	\$0	\$0	\$549	\$200	\$11,819	\$21,568	\$250,000	\$228,432
<b>M&amp;A - Staff Related</b>															
Wages + Professional Training	\$39,305	\$48,951	\$31,982	\$55,869	\$39,801	\$39,217	\$45,003	\$41,234	\$43,921	\$45,710	\$52,052	\$64,626	\$547,669	\$622,900	\$75,231
Staff Benefits and Taxes (@25%)	\$6,650	\$7,880	\$5,159	\$8,384	\$6,292	\$7,070	\$7,591	\$9,083	\$9,266	\$8,844	\$8,762	\$9,381	\$94,361	\$147,600	\$53,239
<b>M&amp;A - Facilities</b>															
Physical Space (Rent)	\$2,363	\$2,363	\$2,363	\$2,363	\$2,363	\$2,363	\$2,363	\$2,363	\$2,363	\$2,363	\$2,363	\$2,363	\$28,352	\$35,000	\$6,648
Office Support - Office Computers	\$0	\$0	\$0	\$0	\$0	\$171	\$0	\$0	\$0	\$317	\$0	\$0	\$489	\$5,000	\$4,511
Office Support - Phones and Internet	\$38	\$698	\$38	\$368	\$372	\$705	\$371	\$38	\$371	\$371	\$369	\$707	\$4,447	\$4,800	\$353
Office Support - IT, Training, Google App	\$0	\$0	\$0	\$433	\$37	\$26	\$854	\$16	\$16	\$33	\$264	\$4,007	\$5,686	\$6,680	\$994
Office Support - Printer	\$0	\$0	\$613	\$634	\$0	\$489	\$607	\$0	\$797	\$351	\$306	\$173	\$3,971	\$3,000	-\$971
Office Support - Network Configuration	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$500
<b>UWGC Admin Fees</b>															
UWGC Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000	\$100,000
<b>SUM OF ADMINISTRATIVE</b>	<b>\$91,762</b>	<b>\$124,459</b>	<b>\$101,766</b>	<b>\$130,632</b>	<b>\$95,995</b>	<b>\$123,576</b>	<b>\$96,652</b>	<b>\$90,494</b>	<b>\$183,243</b>	<b>\$106,574</b>	<b>\$114,083</b>	<b>\$235,144</b>	<b>\$1,494,380</b>	<b>\$2,288,286</b>	<b>\$793,906</b>
<b>TOTAL</b>	<b>\$98,762</b>	<b>\$269,438</b>	<b>\$501,540</b>	<b>\$507,593</b>	<b>\$512,393</b>	<b>\$619,474</b>	<b>\$486,519</b>	<b>\$558,075</b>	<b>\$604,302</b>	<b>\$557,471</b>	<b>\$630,573</b>	<b>\$676,961</b>	<b>\$6,023,102</b>	<b>\$8,887,251</b>	<b>\$2,864,149</b>

# UNSPENT/CARRYOVER FUNDS ADJUSTMENT REPORT FY19

	<u>FYE19</u>
plus	Funds transferred by CPS to CPP \$5,901,749.39
	CPP \$2,985,501.68
sub-total	<b>CPP Budget for FY19 \$8,887,251.07</b>
minus	Total Spending by CPP in FY19 \$6,023,102.14
plus	adjustments for non-levy funds \$77.09
	<b>Carryover Unspent funds \$ \$2,864,226.02</b>
	<b>Carryover Unspent funds % of FY19 CPP Budget 32.2%</b>

CPP Unspent Funds Policy, part B.3. requires return of unspent funds if over 10%  
 "If the total of Carryover Funds represents 10.0% or more of the total CPP budget for said fiscal year, the Carryover Funds will revert to Cincinnati Public Schools (CPS). CPS shall keep the reverted funds segregated in the same way as other tax levy funds received by CPS and to be used for preschool expansion. Said funds shall be allocated between CPP and CPS for future preschool expansion spending using the same process as was used to split preschool expansion funds between CPP and CPS during the most recent CPP budgeting cycle."

## FY20 Transfer of Funds Table

	<u>CPP Budget FY20</u>
Total Spending by CPP	\$8,900,762.00

	Unadjusted Transfers of Funds From CPS to UWGC for CPP FY20	Adjustment to Return Unspent Funds from FY19 to	Adjusted Transfers of Funds From CPS to UWGC for CPP FY20
09/01/19 payment	\$2,225,190.50	-\$2,225,190.50	\$0.00
11/01/19 payment	\$2,225,190.50	-\$639,035.52	\$1,586,154.98
02/01/20 payment	\$2,225,190.50		\$2,225,190.50
05/01/20 payment	\$2,225,190.50		\$2,225,190.50
	<u>\$8,900,762.00</u>	<u>-\$2,864,226.02</u>	<u>\$6,036,535.98</u>

Total Transfers of Funds From CPS to UWGC for CPP FY20>>> **\$6,036,535.98**